



OFFICE OF THE
PRESIDENT



Memorandum No. 766
Series of 2024

TO: **All Concerned Officials**

RE: **Recomposition of the VSU GAD Agenda Planning Team**

FROM: 
DR. PROSE IVY G. YEPES
University President

DATE: **September 9, 2024**

By the virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated to compose the reconstituted VSU Gender and Development (GAD) Agenda Planning Team with **Dr. Moises Neil V. Serião, Vice President for Planning, Resource Generation, and Auxiliary Services as Chairperson**, effective immediately or until revoked by higher authorities.

Chairperson: Vice President for Planning, Resource Generation, and Auxiliary Services

Members: Vice President for Research, Extension and Innovation
Vice President for Student Affairs and Services
Chancellor, VSU Villaba
Chancellor, VSU Isabel
Chancellor, VSU Tolosa
Chancellor, VSU Alangalang
Director for Extension
Director for Innovation
Director for Research
Director for Finance
Director for Instruction and Evaluation
Dean, College of Education
Dean, College of Engineering and Technology
Dean, College of Management and Economics
Dean of Students
Director, Power Plant Office

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Director, Human Resource Management
Planning Officer
BOR/University Secretary
Chief Legal Officer
Principal, VSUIHS
President, VSU Faculty Association (VSU Main)
Faculty Representative
Head, Gender Resource Center

Secretariat: In-charge, ODHRM-MIS

The GAD Agenda is the agency's strategic framework and plan on gender mainstreaming, and achieving women's empowerment and gender equality required by the Philippine Commission on Women.

It is a two-part document consisting of the GAD Strategic Framework (GADSF) and the GAD Strategic Plan (GADSP) covering a period of six years. The GADS outlines the agency's GAD Vision, Mission and Goals anchored on the mandate of the agency, while GADSP defines the strategic interventions, indicators, and targets to be pursued to achieve GAD goals over a period of time.

The following are the functions of the GAD Agenda Planning Team:

A. PREPARATION OF THE VSU GAD STRATEGIC FRAMEWORK (GADSF)

1. Conduct gender analysis of all the sectors in the university using gender analysis tools, sex-disaggregated data, gad-related mandates, plans, indicators and recommendations gathered from consultations from women's groups/organizations and other concerned stakeholders.
2. Collate results of the gender analysis and come up with a summary list of gender issues.
3. Set VSU's GAD Vision and Mission.
4. Formulate the GAD Goals that can be achieved during the timeframe set (CY 2022-2026).
5. Fill-out the GADSF Template.

B. PREPARATION OF THE VSU GAD STRATEGIC PLAN (GADSP)

1. Prioritize the gender issues and/or GAD mandates per GAD goal that can be achieved during the timeframe set (CY 2022-2026).
2. Outline the GAD Outcomes, indicators, Baseline data, and Targets per GAD Goal.
3. Translate GAD Outcomes into GAD Programs, Projects and/or Activities
4. Fill-out the GADSP Template.

The GAD Agenda will be submitted for approval of the VSU Board of Regents during its next Quarter meeting.

Moreover, in preparation for the work, kindly read the Philippine Commission on Women's 1) Memorandum Circular 2018-04: Revised Guidelines for the Preparation of the Gender and Development (GAD) Agenda, 2) Annexes for the detailed guidelines, and 3) Training Guide on Formulating the Gender and Development Agenda which you can access through this link: <https://drive.google.com/drive/folders/1VHr606-7CTtaTtwQUIUjl0RHkes9Cafb?usp=sharing>

For your information and usual support.